

Sanitized - Approved For Release : CIA-RDP63-00314R000100360032-9

Sanitized - Approved For Release : CIA-RDP63-00314R000100360032-9

~~SECRET~~

Sanitized - Approved For Release : CIA-RDP63-00314R000100360032-9

27 October 1958

D-R-A-F-T

[REDACTED] : JMC

25X1A9a.

Career Preference Outline

[REDACTED] 25X1A9a

Career Service Comments (Section E)

25X1A9a

[REDACTED] has proposed a meaningful career preference. As opportunities present themselves, he should be given every chance to gain on-the-job experience in developing his capacity to assume greater responsibilities. Senior analyst level of accomplishment, along with supervisory training, should prepare him for potential managerial positions within the DD/I complex.

The proposed combination of substantive and supervisory training courses appears to be well balanced and should be implemented as rapidly as practical.

Distribution:

O&S -- St/A

1 -- Ch/G ✓

~~SECRET~~

Sanitized - Approved For Release : CIA-RDP63-00314R000100360032-9

MEMORANDUM FOR: Chairman, ORR Career Service Board 25X1A9a
SUBJECT: Career Preference Outline Of [REDACTED]

1st Indorsement

A. COMMENTS BY (DIVISION) (STAFF) CHIEF

25X1A9a

I concur with [REDACTED] The course in geographic photo-interpretation
25X1A9a
will be made available to [REDACTED] and also an Agency course in management.

25X1A9a

4 October 1957

Date

[REDACTED]
Signature

2nd Indorsement

B. COMMENTS BY AREA CHIEF (When Applicable)



I concur in (Division) (Staff) Chief's comments.



As the employee is not personally known to me, I accept
the comments of the (Division) (Staff) Chief.



Other (please specify):

I concur in the supervisor's comments. It should be pointed out that
Mr. Andrews and others have had learning opportunities provided them ~~xx~~ to show and
develop their potential in research planning and programming.

25X1A9a

14 October 1957

Date

[REDACTED]
/s/ [REDACTED]

Signature

S-E-C-R-E-T

SECRET
(When Filled In)

CAREER PREFERENCE OUTLINE

This Outline, when completed, is a documented description of the individual's career interests and proposed career activities together with the comments of his supervisor and his Career Service. The original will be filed in the employee's Official Personnel Folder and will serve as a guide for future personnel actions affecting him. Implementation of career preferences must depend upon the needs of the Organization.

- CONSULT ATTACHED INSTRUCTION SHEET PRIOR TO COMPLETING THIS OUTLINE -

SECTION A.

GENERAL

1. NAME OF EMPLOYEE (Last-First-Middle)	2. DATE OF BIRTH	3. SERVICE DESIGNATION	4. GRADE
25X1A9a	3 Feb 1925	SD/IR	GS-12
5. ORGANIZATIONAL TITLE	6. POSITION TITLE	7. OCCUPATIONAL CODE	8. OFFICE OF ASSIGNMENT
	Geographer	0150.01	ORR/D/CG/2

SECTION B.

CAREER INTERESTS

9. GENERAL TYPE OF ACTIVITY

Research and research programming

10. SPECIFIC TYPE OF ACTIVITY (Including assignments)
A. IMMEDIATE (Within next 1 to 2 years)

For the immediate future I wish to remain in my present assignment with the intent of increasing my area knowledge and improving my research competence through continued reports analysis and writing, and through organizational and external training.

B. LONG-RANGE (Within next 3 to 5 years)

In the next 3-5 years I would like an opportunity to begin developing any potential which I may have in the line of research planning, programming and direction. This is not intended as preparation for a specific job under the present T/O, but rather what I consider as desirable training to qualify a senior research analyst to fill any number of staff or supervisory positions within the Division, Office of DD/I complex.

SECTION C.

TRAINING

11. ORGANIZATIONAL, EXTERNAL, AND ON-THE-JOB TRAINING
A. IMMEDIATE (Within next 1 to 2 years)

An OTR course in intermediate Rumanian (reading) to be followed by elementary and intermediate courses in Bulgarian (reading).

An ORR course in elementary statistics.

B. LONG-RANGE (Within next 3 to 5 years)

On-the-job training: work assignment to include opportunities for participation in intra-Branch and inter-Branch project planning and coordination, and the opportunity to actually program and direct an inter-Branch project.

Organizational training: a course in management and in public speaking.

12. ADDITIONAL COMMENTS

RECOGNIZE THAT THE IMPLEMENTATION OF MY CAREER PREFERENCES MUST DEPEND UPON THE NEEDS OF THE ORGANIZATION. I UNDERSTAND THAT MY PERFORMANCE, CAPABILITIES AND INTERESTS WILL BE GIVEN DUE CONSIDERATION.

13. DATE COMPLETED

30 Sep 1957

14. SIGNATURE OF EMPLOYEE

25X1A9a

25X1A9a

SECRET

Sanitized - Approved For Release : CIA-RDP63-00314R000100360032-9

SECTION D.

COMMENTS BY SUPERVISOR

15. RELATIVE TO CAREER INTERESTS OF EMPLOYEE

I concur in [REDACTED] immediate career interests. Insofar as consistent with the needs of the organization and the positions available, opportunities will be made for him to develop along the lines he has indicated as those of his long-range interest. Opportunities already provided for him to widen his experience beyond day-to-day intelligence analysis have included his tour of duty at the [REDACTED] interrogation center early this year and his two-month area familiarization tour in Europe this summer.

25X1A6a

16. RELATIVE TO TRAINING FOR EMPLOYEE

A. I agree that the listed courses are desirable. In the past, attempts to secure courses in Rumanian and Bulgarian have been thwarted in some extent because of the failure of OTR to give scheduled courses when only a few students enrolled.

B. I concur in the long-range training desired, with the proviso that opportunities for the indicated on-the-job training will necessarily be limited by the types of projects undertaken by the Division.

25X1A9a

17. TYPED OR PRINTED NAME OF SUPERVISOR

25X1A9a

18. SIGN

TITLE

Chief, Europe Branch

19. DATE

30 Sep 1957

SECTION E.

FOR USE OF CAREER SERVICE

21. COMMENTS

22. TYPED OR PRINTED NAME

23. SIGNATURE

24. TITLE

25. DATE

LEAVE BLANK

SECRET

Sanitized - Approved For Release : CIA-RDP63-00314R000100360032-9